

Department of Human Resources Finance/Executive Committee Quarterly Report

ONE ATLANTA

“Driving Policy, Partnerships, and Progress”



**YOUR
POSSIBILITIES ARE
ENDLESS**

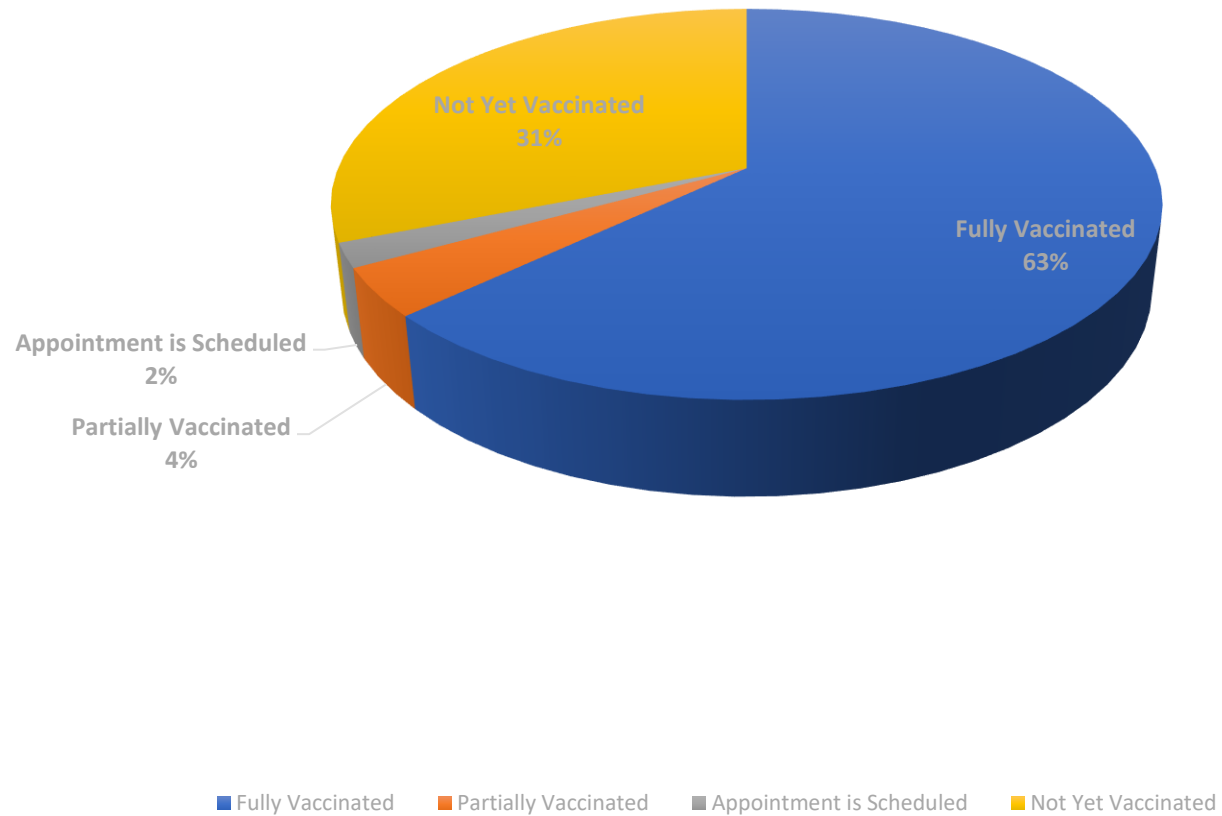


Presented by: Jeffrey B. Norman, Commissioner

October 27, 2021

- ❑ Coronavirus Disease 2019 (COVID-19) Pandemic Response
 - ❑ COVID-19 Employee Vaccination
- ❑ Departmental Highlights
 - ❑ Premium Pay
 - ❑ Hiring Blitz
 - ❑ Psychological Services/Employee Assistance Program
 - ❑ Oracle Learn Module
 - ❑ Open Enrollment
- ❑ Quarterly Headcount Statistics

COA Workforce COVID-19 Vaccination Rate



Mobile COVID-19 Vaccination Events

Dates	Location	Address	Hours	Second Dose Dates
16-Sep	DPW Maddox Park	1120 North Avenue ATL 30318	11am - 5pm	7-Oct
21-Sep	DPW Claire Drive	23 Claire Drive ATL 30315	10am - 4pm	12-Oct
23-Sep	Water Lodge	655 Reservoir Dr NW ATL 30318	10am - 4pm	14-Oct
29-Sep	DPW Lakewood	128 Claire Drive ATL 30315	11am - 5pm	20-Oct
9-Nov	City Hall	55 Trinity Ave SW 30303	10am - 4pm	30-Nov
10-Nov	Public Safety Headquarters	226 Peachtree St SW 30303	10am - 4pm	1-Dec
11-Nov	Parks and Rec	TBD	TBD	2-Dec
17-Nov	Chester Ave	315 Chester Avenue SE 30316	10am - 4pm	8-Dec
TBD	Airport	TBD	TBD	

****Note: Open to All City Employees and Family Members***

COVID-19 EMPLOYEE VACCINATION



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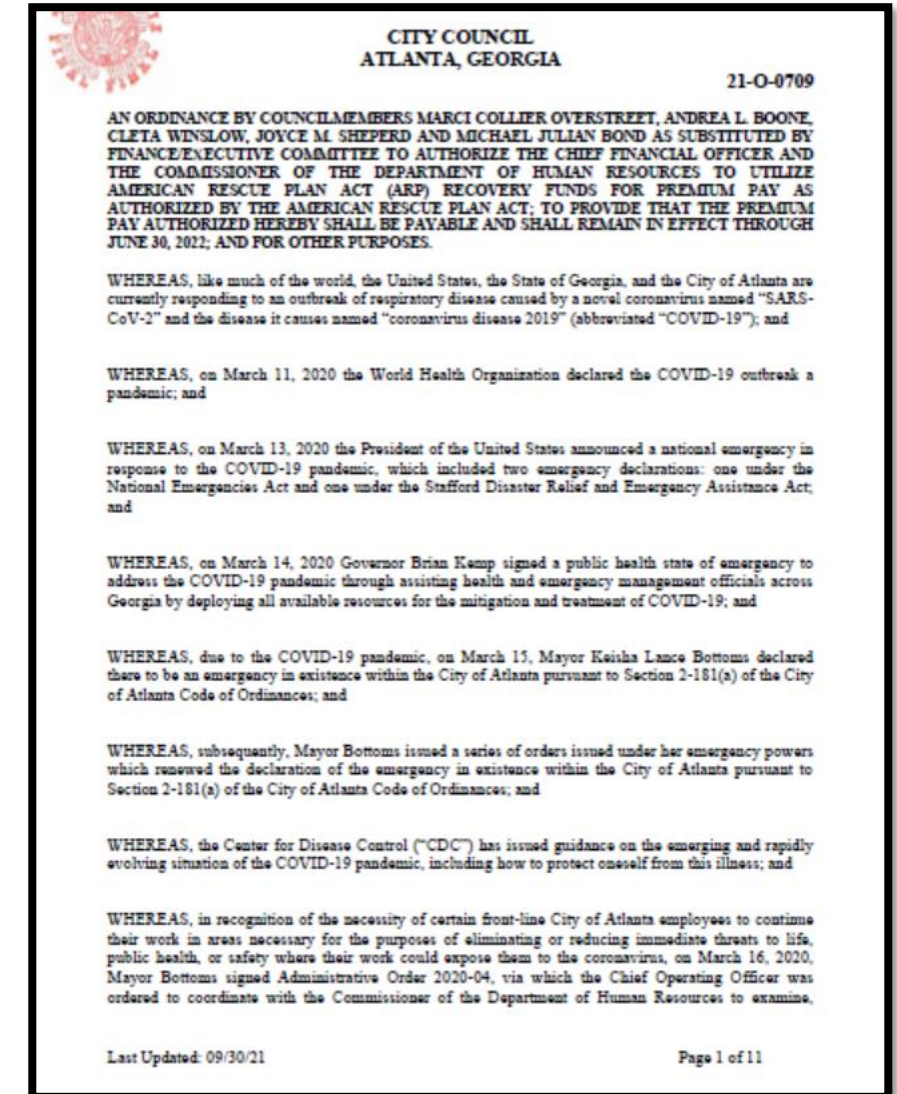
Pursuant to Executive Order 2021-126:

City of Atlanta's Employee Vaccination Incentive Program

- ☐ City employees receiving their initial COVID-19 vaccinations between September 15, 2021 and December 31, 2021 shall be eligible to receive a one-time One Hundred Dollar (**\$100.00**) incentive payment
- ☐ City employees receiving a COVID-19 booster between October 18, 2021 through December 31, 2021, shall also be eligible to receive a one-time One Hundred Dollar (**\$100.00**) incentive payment

Ordinance 21-O-0709

- To provide temporary premium pay through June 30, 2022 to City of Atlanta critical infrastructure employees within the Department of Public Works, Department of Transportation, Department of Parks and Recreation, Department of Enterprise Management, and Department of Corrections performing essential in-person front line services as designated by the Chief Operating Officer during the COVID-19 public health emergency and as defined under the American Rescue Plan Act (ARPA).
- The premium pay shall be three dollars and twelve cents (\$3.12) per hour (**approximately \$500 per month**) applied to an eligible employee's regular rate of wages.



HIRING BLITZ

- Environmental Service Workers
- CDL Drivers

July - Present

44 Employees hired and working

9 Onboarding process

20 Pending Offers

73 Total



The poster features the City of Atlanta's Solid Waste Services logo in the top left corner, which includes an eagle and the text 'RESURGENCE ATLANTA 1847 1991'. The main headline reads 'We're HIRING' in a large, bold, sans-serif font. Below this, it states 'City of Atlanta's Solid Waste Services is hosting a hiring blitz on July 30, 2021 Starting at 8:00AM for ENVIRONMENTAL SERVICES WORKERS'. A list of benefits is provided in a yellow box: 'Starting Pay of \$15.10', 'On-site Hiring', '\$200 Signing Bonus Opportunities', and 'Benefits Effective Day One*'. At the bottom, it says 'Apply for an invite or apply at www.atlantaga.gov' and includes a QR code with the text 'Scan to apply!'.

We're HIRING

City of Atlanta's Solid Waste Services is hosting a hiring blitz on **July 30, 2021** Starting at 8:00AM for **ENVIRONMENTAL SERVICES WORKERS**

- Starting Pay of \$15.10
- On-site Hiring
- \$200 Signing Bonus Opportunities
- Benefits Effective Day One*

Apply for an invite or apply at www.atlantaga.gov

Scan to apply!

*Only full-time employees are eligible to receive benefits.

HIRING BLITZ

117 Total Number of Attendees 8
56 Individuals passed Physical Agility Test



**ATLANTA PUBLIC SAFETY
HIRING EVENT**
SATURDAY, OCTOBER 23RD » 9AM - 3PM

POLICE

FIRE & RESCUE

911 DISPATCH

**ATLANTA CITY DETENTION CENTER
CORRECTIONS**

LOCATION
ATLANTA METROPOLITAN
STATE COLLEGE

**ONE
ATL**

ADDRESS
1630 METROPOLITAN PKWY SW
ATLANTA, GA 30310
BLDG. 700



Department of Human Resources
Psychological Services and Employee Assistance Program (PS/EAP)

The City of Atlanta Psychological Services and Employee Assistance Program (PS/EAP) is a benefit provided to City of Atlanta employees at no cost to the employee. The PS/EAP offers short-term counseling, referrals, and wellness programming to City of Atlanta employees and their dependents experiencing personal and/or work-related concerns.

We Can Help in Addressing:

• Stress Management	• Emotional Distress (Anxiety & Depression)
• Domestic Violence	• Alcohol and Substance Abuse
• Personal and Work Relationships	• Grief
• Trauma	• Suicide/Self Injury
• Marital Issues and Separation / Divorce	

Our Services Include:

• Individual / Couples Counseling	• Supervisory Referrals
• Group Therapy	• Organizational Consultations
• Wellness & Psycho-Educational Programming	• 24-hour Crisis Intervention

Our Staff:

Our clinical staff are all licensed in the state of Georgia and include licensed psychologists, counselors, social workers and substance abuse professionals.

Crisis Intervention

Employees and concerned others may call to consult about employees who may need emergency assistance. To access after-hours services, call (404) 614-6525 and follow the instructions provided to speak with the after-hours clinician.

Psycho-Educational Programming

PS/EAP offers various Psycho-Educational groups and seminars, that support employees in making positive changes in their lives, promote self-care and may improve their interpersonal relationships through practicing coping skills in a real-world setting.

• Anxiety & Stress Management	• Meditation & Mindfulness
• Managing Interpersonal Conflict	• Stress Management
• Interpersonal Effectiveness	

"Promoting a Life of Wellness and Work Life Balance"



Department of Human Resources
Psychological Services and Employee Assistance Program (PS/EAP)

IS COUNSELING WITH PS/EAP REALLY CONFIDENTIAL?

YES. PS/EAP follows the guidelines on confidentiality set by the State of Georgia Board of Psychological Examiners and the Board of Professional Counselors, Social Workers, Substance Abuse Professionals and Marriage and Family Therapists. **ALL** clients sign an informed consent form prior to counseling, which includes information about confidentiality.

WHAT WILL THIS COST ME?

NOTHING. All services are offered free of charge to you and any eligible dependent family members. If you are referred to an external provider for services, you are responsible for any associated cost(s) and/or co-pay. We will assist you in finding providers that are covered by your insurance, who are most affordable and/or offer a sliding scale.

Location and Hours of Operation:

The PS/EAP is located at:
72 Marietta Street Annex Building
Atlanta, Georgia 30305

PS/EAP hours of operation are Monday – Friday from 8:30 am to 5:00 pm. In response to the current COVID-19 concerns and recommendations, the PS/EAP staff is offering all services virtually and telephonically and can be accessed by contacting our office at: **(404) 646-3074.**

ADDITIONAL EMPLOYEE RESOURCES

- Employees that are **Blue Cross Blue Shield of Georgia** subscribers, please call 1-800-292-2879.
- For **Kaiser Permanente** subscribers, please call (404) 365-0966 to schedule an appointment or to seek guidance regarding any behavioral health questions.
- For those employees and their family members with no medical coverage, please refer to your Local County Health Centers and/or Department of Public Health website.
- Georgia Crisis and Access Line (GCAL): 1-800-715-4225

"Promoting a Life of Wellness and Work Life Balance"

Citywide Employee Utilization of PS/EAP

From April – August 11, 2021:

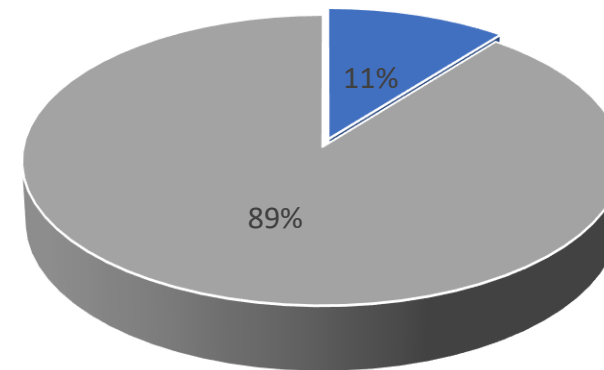
876 service call requests out of **8,205** employee population

11% Citywide Utilization

Average amount of time to respond to and have contact with employee following request:

- Non – crisis calls are received and returned within 24hrs
- Critical Incident or crisis calls are fielded by 24/7/365 on call clinicians and responded to immediately

PS/EAP Citywide Utilization



■ Employee Participants ■ Employee Non-participants

Number of employee requests or referrals for EAP assistance

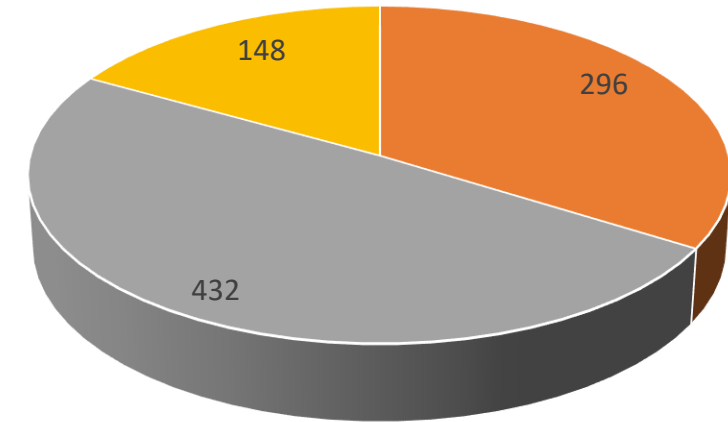
From April – August 11, 2021:

- PS/EAP received **876** service call requests

Number of employees serviced by internal EAP staff vs. employees referred to external providers

From April – August 11, 2021:

- **296** were admitted to PS/EAP
- **148** were referred to external providers



- Admission to PSEAP
- In Person Response
- External Resources and Referrals

Active Shooter/Active Attack Self-Paced Module

- Organizational Development partnered with APD Training Academy to create a video outlining protocols to follow during an Active Shooter/Active Attack situation
- The video was accompanied by a brief Assessment and Acknowledgement Form for employees to complete upon completion of the video
- Self-paced training launched in August and all COA employees were assigned to the Required Learning to be completed using ATLcloud Learn
- Employee completion of compliance training tracked via ATLcloud Learn. Up to now, a total of **6,247** COA employees have completed the training (**76.48%**)
 - Self-paced module will continue to display in ATLcloud Learn as “Required Learning” until completed by employee
 - Number of days training is “Overdue” will display for outstanding modules



This training is an **Annual Mandatory** training pursuant to Section 114-88 of the Code of Ordinances of the City of Atlanta, Georgia.



ACTIVE SHOOTER/ ACTIVE ATTACK SELF-PACED COMPLIANCE TRAINING

Presented by:
Mayor's Office of Workplace Safety
& APD Training Academy

Click on [ATLcloud Learn](#) to complete this Self-Paced Compliance Training.

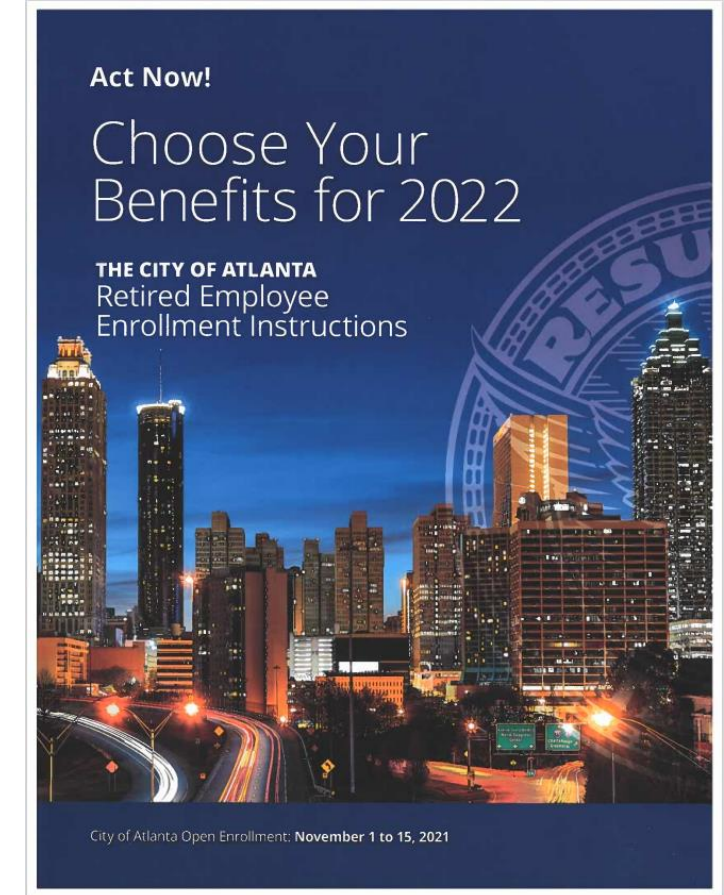
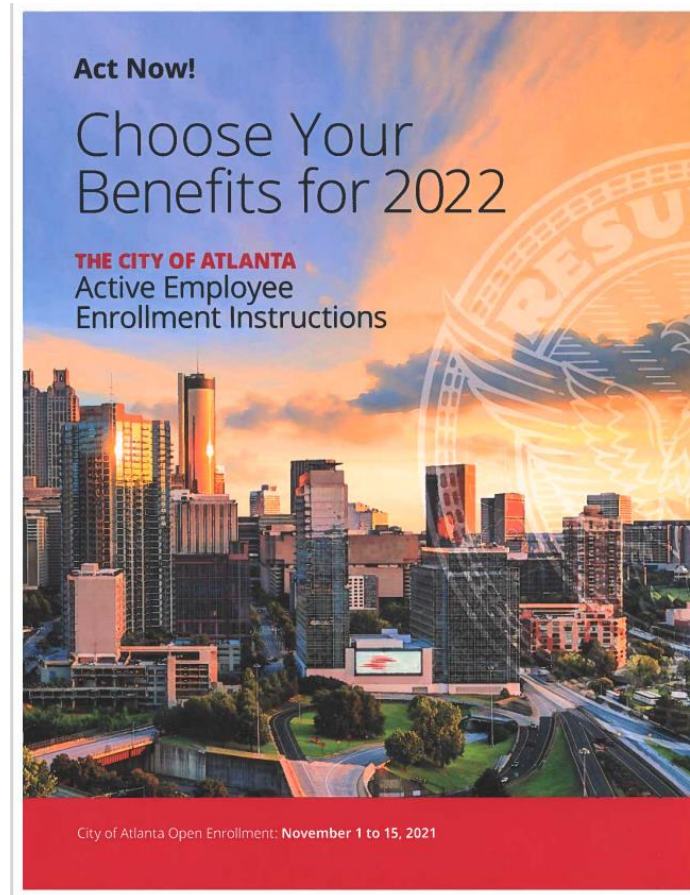
Follow the steps located in [ATLcloud Learn \(sharepoint.com\)](#) to **Self-Enroll in Classes and Complete Learning Assignment. Completion due by 9.10.21.**

**To receive credit for attendance, please complete the Evaluation/Assessment & Acknowledgement.*

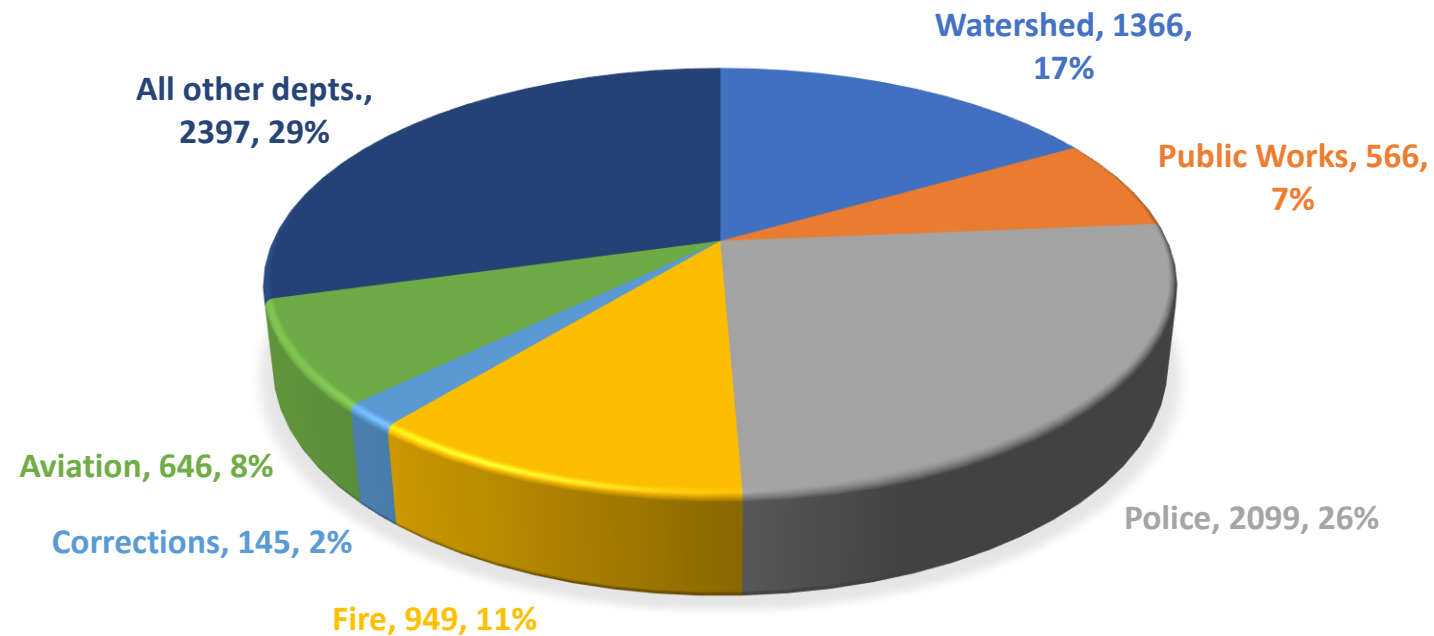
OPEN ENROLLMENT

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- The City of Atlanta is pleased to continue providing a comprehensive benefits package for its employees and their families.
- The Open Enrollment period is scheduled for **November 1 – 15, 2021**.
- Enrollment is available through our benefits website, **benefits.atlantaga.gov**



TOTAL 8168



- **HEADCOUNT AS OF OCTOBER 24, 2021**
- FTE counts cover General Fund, Enterprise Funds, and Trust or Grant Funded positions

QUARTERLY HEADCOUNT STATISTICS

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Total Active Employees 8,168

Division Name	Employee Count
Atlanta Fire Rescue	949
Atlanta Information Management	116
Atlanta Police Department	2,099
Audits	16
Citizens Review Board	10
City Council	94
Corrections	145
Department of Aviation	646
Department of City Planning	238
Department of Customer Service	99
Department of Finance	144
Department of Grants and Community Development	6
Department of Human Resources	107
Department of Procurement	54
Department of Public Works	566
Department of Transportation	285
Department of Watershed Management	1,366
Enterprise Asset Management	97
Ethics	9
Executive Offices	184
Judicial Agencies	123
Law	85
Parks and Recreation	619
Public Defenders	37
Solicitor Offices	74

QUESTIONS?